

384 West 4th Avenue
Vancouver, BC, Canada V4K 2U8

August 4, 2021

Norio Shibata, Doctor
Nagoya Institute of Technology
Nagoya, Aichi, Japan 466-8555

Dear Dr. Shibata,

I am writing this letter in order to ask you to provide me a reference of a new opportunity, conducting clinical research with Dr. Quynh Doan in BC Children's Hospital. I would appreciate it if you could write a reference letter for me. However, if you cannot do it, I sincerely understand your decision, so please let me know it at your earliest convenience.

While I was working as a researcher at Nagoya Institute of Technology, I learned not only some techniques of researching and doing experiments in the field of pharmaceutical chemistry but also the importance of discussing some experiments with my peers. I always admire you for your techniques, creativity, and insight about your experiments. I learned a lot from you. Since you know how hard I worked and how I succeeded in some experiments, I believe that you would be able to provide an insight into my skills, which possibly gives me the new position of working on the clinical research. The research I worked at Nagoya Institute of Technology and that I am applying to do are different; however, by gaining some techniques and knowledge in this project, I would like to extend my possibility for my future. Surely, the experience I worked as a researcher at Nagoya Institute of Technology helps me to work in the new position.

Thank you so much for considering my request. I have attached a copy of my resume and the job posting for your review. If you agree to provide the reference for me, Mr. Greg Georgio, START Program coordinator in the University of British Columbia, is a person who will be in touch with you.

Please phone me at 778-320-5660 or email me at amatsuno@student.ubc.ca if anything is unclear or you need more additional information. I am looking forward to hearing from you.

Sincerely,


Ayaka Matsuno

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August 4, 2021

Maggie Stewart, Coordinator of Student Volunteer Program (VOLT)
Langara College
Vancouver, BC V5Z 2Z6

Dear Ms. Stewart,

I am writing this letter in order to ask you to provide me a reference of a new opportunity, conducting clinical research with Dr. Quynh Doan in BC Children's Hospital. I would appreciate it if you could write a reference letter for me. However, if you cannot do it, I sincerely understand your decision, so please let me know it at your earliest convenience.

While I was doing volunteer work in the program, VOLT, I gained both individual and teamwork skills. Since my team member and I had to entertain seven to eight new students, we discussed how to make new students feel relaxed and enjoy the orientation. Through this experience, I learned stating my opinions and views explicitly, having strong sense of responsibility, and taking a necessary action immediately. I always admire your characteristics and attitude, doing your utmost to make students pleasant and happy. Since you saw how hard I worked for the new students and how I was relied on by them, I believe that you would be able to provide an insight into my skills, which possibly gives me an opportunity of getting the new position, working on a clinical research. I trust that my experience in VOLT will be greatly valuable for my prospective job. By doing this clinical research experience, I would like to extend my potentials and possibility for my future.

Thank you so much for considering my request. I have attached a copy of my resume and the job posting for your review. If you agree to provide the reference for me, Mr. Greg Georgio, START Program coordinator in the University of British Columbia, is a person who will be in touch with you.

Please phone me at 778-320-5660 or email me at amatsuno@student.ubc.ca if anything is unclear or you need more additional information. I am looking forward to hearing from you.

Sincerely,

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August 4, 2021

Robin Stoodley, Doctor
University of British Columbia
Vancouver, BC V6T 1Z4

Dear Dr. Stoodley,

I am writing this letter in order to ask you to provide me a reference of a new opportunity, conducting clinical research with Dr. Quynh Doan in BC Children's Hospital. I would appreciate it if you could write a reference letter for me. However, if you cannot do it, I sincerely understand your decision, so please let me know it at your earliest convenience.

Having been studying in University of British Columbia, I have learned and gained knowledge logically. In your class, even though the studying materials of organic chemistry were difficult, my friends and I supported each other to understand the concepts deeply, and we often got some help from you. Especially, I really enjoyed that you introduced various ideas of how some substance is reacted with other substance, which develops into new mechanism. You are a nice and kind instructor, explaining us well and being very helpful. Since you know how hard I studied in your class, I believe that you would be able to provide an insight into my knowledges and characteristics, which possibly gives me the new opportunity, working on the clinical research. I believe that all of my hard studying works positively and I am looking forward to seeing the connection between what I have learned in your class and what I will gain from this potential research experience. In the future, I would like to work in health care field so that this opportunity will be crucial and significant for the rest of my life.

Thank you so much for considering my request. I have attached a copy of my resume and the job posting for your review. If you agree to provide the reference for me, Mr. Greg Georgio, START Program coordinator in the University of British Columbia, is a person who will be in touch with you.

Please phone me at 778-320-5660 or email me at amatsuno@student.ubc.ca if anything is unclear or you need more additional information. I am looking forward to hearing from you.

Sincerely,

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